

SECRET

16 August 1965

MEMORANDUM FOR: Deputy Director of Central Intelligence

SUBJECT : Planning Officer

As we are moving into the final phase of the development of an initial long-range plan for the Agency, I am very much aware of the DCI's injunction to present him not only with a long-range plan on 1 September, but also with an established planning staff with an agreed-upon charter. I am confident that, with the developing enthusiasm of the present group for the creation of such a staff, the writing of a charter for a permanent group will not be difficult. However, it is most important that the Agency name a chief of the planning staff on 1 September. I have asked for comments from each of the Deputy Directors, and these are attached. You will note that [ ] was favorably mentioned for such a post, but in view of his lack of availability, I would now urge that [ ] be given consideration. I would appreciate a decision on this.

25X1

25X1

25X1

Attachments

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM				
TO		NAME AND ADDRESS	INITIALS	DATE
1	DDCI		<i>ut</i>	
2				
3	<i>Exec. Dir.</i>			
4				
5				
6				

<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> PREPARE REPLY
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISPATCH	<input type="checkbox"/> RECOMMENDATION
<input type="checkbox"/> COMMENT	<input type="checkbox"/> FILE	<input type="checkbox"/> RETURN
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE

Remarks:

1965

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.		DATE
		16 Aug

UNCLASSIFIED  
Approved For Release 2002/07/28 : CIA-RDP80B01676R0001600220004-9

FORM NO. 237  
1 APR 55

Replaces Form 30-4  
which may be used.

(40)

U. S. GOVERNMENT PRINTING OFFICE : 1955 - O - 342531

25X1